

04/02/02

PC&IM POLICY ALERT
No. 02-16
Change to Policy Alert Process

PC&IM has been requested to change the Policy Alert process to reduce the frequency of exposure of individual policy updates to the AM&S contracting staff.

The current method is to send an e-mail Policy Alert to notify contracting staff of high priority changes in FAR or DFARS as well as internal acquisition policy which has an immediate impact on work processes. In addition, each Policy Alert is posted to an Outlook Public Folder.

Effective immediately, PC&IM will e-mail Policy Alerts only to the Lead Agent ACOs and immediately post the Alert to the Outlook Public Folder. Alerts containing information on pre-award topics will be e-mailed to the pre-award staff and the Lead Agent ACOs and posted to the Outlook Public Folder. Once a month, a listing of Policy Alerts issued in the previous month will be e-mailed to all contracting staff.

We hope this revised method of disseminating information will better meet the your needs.

Please contact Kristine Hostetler at 303 676 3585 or Nancy Olander at 303 676 3985 or me if you have questions regarding the Policy Alerts.

Thanks

Roger Kubik